

Permit



Carson Event Center
801 E. Carson St.
Carson, CA 90745

PHONE:(310) 835-0212

Permit # R644

Status Tentative

Date Apr 26, 2022 7:34 AM

Expiration Date Jan 18, 2025

Organization Name	LACS Community Advisory Council - 142	Organization Phone 1 Number	(213) 440-2707
Customer Type	General Public		
Organization Address	4700 Ramona Blvd. Room 457 Monterey Park, CA 91754		
Agent Name	Peter Ramirez	Work Phone Number	(323) 526-5300
Home Phone Number			██
Email Address			██
System User	smartinez		

Rental Fee	\$3,114.32
Discounts	-\$2,390.40
Subtotal	\$723.92
Deposits	\$500.00
Deposit Discounts	\$0.00
 Total Permit Fee	 \$1,223.92
 Total Payment	 \$0.00
Refunds	\$0.00
Balance	\$1,223.92

Carson Sheriff Station/ CAC Town Hall Meeting		2 resource(s)	2 booking(s)	Subtotal: \$1,223.92
Booking Summary				
East Lawn Rental (Event Center)				
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
May 6, 2022 2:00 PM	May 6, 2022 8:00 PM	150	\$723.92	
Admin Fee (10%)	\$25.00 / Day x 1	\$25.00		
Chairs Sesame	\$1.00 / Each x 150	\$150.00		
Non Residents - Hourly fee	\$250.00 / Day x 1	\$250.00		
Podium	\$35.00 / Each x 1	\$35.00		
Staff Charges - Hourly	\$41.09 / Hour x 6	\$246.54		
Staff Charges - Hourly	\$30.62 / Hour x 6	\$183.72		
Staff Charges - Hourly	\$21.12 / Hour x 6	\$126.72		
Staff Charges - Hourly	\$40.22 / Day x 1	\$40.22		
Staff Charges - Hourly	\$21.12 / Hour x 6	\$126.72		
Tables 60"	\$13.00 / Each x 15	\$195.00		
Coupon Discount	-\$25.00 / Each x 1	-\$25.00		
Coupon Discount	-\$250.00 / Each x 1	-\$250.00		
Coupon Discount	-\$380.00 / Each x 1	-\$380.00		
Main Hall BC (Event Center)		Center: Carson Event Center		
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	

May 6, 2022 2:00 PM	May 6, 2022 8:00 PM	150	\$0.00
Chairs Sesame	\$1.00 / Each x 170	\$170.00	
Non Resident - Admin Fee (10%)	\$19.40 / Hour x 6	\$116.40	
Non Residents - Hourly fee	\$194.00 / Hour x 6	\$1,164.00	
Podium	\$35.00 / Each x 1	\$35.00	
Stage Sections 6x8	\$46.00 / Each x 4	\$184.00	
Tables 6'	\$13.00 / Each x 2	\$26.00	
Wired Microphone	\$40.00 / Each x 1	\$40.00	
Coupon Discount	-\$116.40 / Each x 1	-\$116.40	
Coupon Discount	-\$1,164.00 / Each x 1	-\$1,164.00	
Coupon Discount	-\$455.00 / Each x 1	-\$455.00	
Resource level fees			\$500.00
Security Deposit \$500	\$500.00 / Each x 1	\$500.00	

Waivers and Information

WAIVER NAME	DUE DATE	FOR	SIGNING STATUS
Carson Event Center Revenue Policy	Apr 26, 2022	Peter Ramirez	Unsigned

Thank you for selecting the City of Carson Event Center as the site for your upcoming event. One of the key elements of any successful event is making sure your event complies with all applicable regulations.

- The City of Carson's municipal code 6310 conveys, it shall be unlawful for any person to conduct any business within the City of Carson, whether the person has a fixed place of business within the City or elsewhere, without first obtaining a Business License.
- Tax Exempt groups (including non-profits) who will be actively seeking donations may need to additionally apply for/obtain a Charitable Solicitation Permit through the City of Carson Revenue Division.
- All Food Trucks must be permitted through the City of Carson Revenue Division. Food Truck permit requests must be received a minimum of thirty (30) days prior to a scheduled event date to insure adequate process time.
- Additionally, all outdoor events serving food and drink are subject to L.A. County approval. Please forward L.A. County Permit verification paperwork to your City of Carson Event Coordinator a minimum of seven (7) days prior to scheduled event date. L.A. County contact number (310) 965-8910

Failure to adhere to any of the above listed requirements will result in the entire event being subject to cancelation.

**This information below only applies if you will have vendors at your event.

As the organizer/promotor of an event with vendors, you are required to obtain a business license for your event. The Business License application can be downloaded from the City's website or obtained at Business License counter in City Hall. As the organizer/promoter, if you already have a valid business license, there is no additional Business License cost.

If your business is NOT based in the City of Carson, the business license cost is \$73 per event. If you anticipate having more than one event in our City, you may want to consider applying for an annual business license, valid for 12 months, for \$180.

Event vendor refers to any person or business at your event selling, advertising, or giving away items. The cost assessed to you for each vendor is \$37, per event. Any vendor that is Carson based non-profit or already has a valid City business license, is exempt from the vendor fee assessment. It is the event organizer/ promoter's responsibility to collect and submit required vendor information and to pay the total assessed fees for all vendors to the City. (All vendor fees are paid to the City by the event organizer/promotor). If a vendor tries to pay their vendor fee directly, individually at the City Business License counter, the reduced vendor fee may not be offered.

Please forward your list of vendors to the City of Carson Revenue Division for review. The approved vendor sheet will be provided to you when your event is booked and paid. The final vendor list must be submitted to the City two (2) weeks prior to your event. The vendor list can be submitted earlier, if you choose.

The City Revenue Division will calculate total fees and respond back to you regarding the amount due.

For questions regarding the City licensing requirements, please contact the Revenue Division staff at (310) 952-1748 or e-mail them at revenue@carsonca.gov

Accepted & Acknowledged By:

Signature: Date:

Signature

Carson Event Center Rules and
Regulations

Apr 26, 2022

Peter Ramirez

Unsigned

CARSON EVENT CENTER
RULES, REGULATIONS AND CONDITIONS OF USE

1. **DEPOSITS:** A deposit shall be paid at the time of filing the permit and is required for permit approval. Deposits shall be specified or required by the City. Deposits pertain to cleaning/damage and security fees. Deposit is refundable subject to City approval. Refunds will be made where no damage occurred or no extra cleanup is required as a result of permittee's use of facilities.
2. **PAYMENT:** All fees must be paid in full thirty (30) days prior to event date. No personal checks can be accepted less than thirty (30) days to event date. Events booked less than thirty (30) days of event date must be paid in full at the time of booking, no deposit refund if there is a cancellation.
3. **OVERTIME:** Occupancy beyond the time shown on the permit may result in overtime charges to permittee.
4. **CANCELLATION BY PERMITTEE:** Permittee must submit written notice of cancellation to the Center Manager at least thirty (30) calendar days prior to the cancellation of any weekday date or dates covered by the permit for the meeting rooms and at least sixty (60) calendar days prior to the cancellation of any weekday date or dates covered by the permit for the Main Hall. Cancellation of permits covering weekends must be in writing at least sixty (60) calendar days prior to date on permit for the meeting rooms and at least ninety (90) calendar days for the Main Hall. Refund of rental fees shall be made when permittee gives the required notice. Failure to do so will result in loss of rental fees.
5. **CANCELLATION BY CITY:** Permit may be cancelled without liability to the City under any of the following conditions: (a) it is found to contain false or misleading information, (b) if the Department finds that use or proposed use will be detrimental to the health, safety or morals of the City or to the efficient operation of the Center for the public welfare, (c) should any individual or group (members/guests) willfully or through negligence mistreat the equipment, facilities or violate any of the policies, rules, regulations, terms and conditions established for use of the facilities, (d) for recurring activities if average attendance falls below the standard established for each use area within the Center, (e) for failure to notify the Center Manager of cancellation of any date/dates covered by the permit, (f) if permittee defaults on any or has not completed all conditions and requirements for use of facilities within ten (10) days of the event, (g) in case the Center or any part thereof shall be destroyed or damaged by fire or any other cause, or if any other casualty or unforeseen occurrence, including strikes, labor disputes, wars or acts of military authorities, shall render the fulfillment of the permit difficult or impossible, (h) if the facility is needed for public necessity or emergency as determined by the Department, upon thirty (30) days written notice to permittee. No refund shall be made if cancellation occurs less than thirty (30) calendar days prior to the date reserved, except when cancellation occurs under items "g" or "h" above.
6. **COMPLIANCE TO CONDITIONS OF USE:** The permittee shall observe, obey and comply with all applicable County, State and Federal laws and the policies, rules, regulations, terms and conditions governing use of the Center Facilities. Permittee will forfeit all rents or other fees paid if evicted from premises for violation of same. Eviction shall not release permittee from any obligations for the payment of rents or other fees not yet paid under such permit or for the full term thereof. A current water bill, gas bill, or driver's license providing proof of residency will verify resident rate classifications requests. Non-profit requests must provide a non-profit tax I.D. number.
7. **COMPLETION TO CONDITIONS OF USE:** Permittee must complete all requirements relating to use of the facilities within the time requirements specified or established. Permittee must be present during the booking and not leave until all guests and hired event contractors vacate the facility.
8. **CONDUCT OF PERSONS:** Permittee shall be solely responsible for the orderly conduct of all persons, including children, using the premises by its invitation, either expressed or implied, during all times covered by the permit. The City reserves the right to eject or cause to be ejected from the premises any person or persons objectionable due to unlawful or undesirable conduct. Permittee may only use those facilities and equipment specifically designated on their permit.
9. **FACILITIES CAPACITY:** Permittee shall not admit a larger number of persons that can safely/freely move about therein as determined by Building and Fire codes. Should attendance increase/decrease the Center Manager reserves the right to relocate any permittee to a room different from the contracted room if such a move is deemed necessary to insure the successful completion of all events in the Center. Use of Event Halls requires a minimum attendance of the following: ABC requires a minimum attendance of the following: Event Hall A or C = 150 persons, Event Hall B = 175 persons, Event Hall AB/BC = 280 persons, Event Hall ABC = 500 persons.
10. **SECURITY:** Adequate qualified personnel shall be provided at permittee's expense in numbers determined by the Center's Manager to be appropriate for the intended facility use and after consultation with the Public Safety Department.
11. **PERMITTEE IS RESPONSIBLE FOR PERMITS AND LICENSES:** The permittee shall procure at their own cost and expense all the required licenses and permits necessary for the intended use or activity covered by the permit.
12. **FLAMMABLE MATERIALS:** All decorations must be fireproof or of fire retardant materials, must meet City requirements and are subject to removal. Candles, fog machines and other open flame devices will not be permitted except as authorized on the permit and are subject to Fire Department regulations.
13. **GAMBLING/SMOKING:** Gambling and smoking in all forms are prohibited.
14. **FACILITY/EQUIPMENT/CLEANLINESS OF CENTER:** All property (including parking lots), equipment, walls and furnishings must be kept cleaned and undamaged. If additional maintenance is required the permittee shall be charged for the same. Any person, group or permittee causing damage or loss will be required to pay for the same at current costs. Nothing is to be affixed to the walls, glass, doors, ceilings, drapes or curtains without City approval. A labor and equipment charge will be assessed for any added room set up changes or add-ons (additional equipment).
15. **INDEMNITY:** Permittee shall indemnify and hold harmless the City, its officers, employees and agents against any and all claims, demands, causes of action, damages (including damages to City property), costs and liabilities (including cost and liabilities to the City with respect to its employees), in law or in equity of every kind and nature, whatsoever, directly or proximately resulting from or caused by the use and occupation of

the facilities described in the permit, whether such use is authorized or not, or form any act or omission of risk and expense, defend any and all suits, actions, or other legal proceedings which may be brought or instituted against the City, its officers and employees on any such claim, demand or course of action. The permittee shall pay and satisfy any judgment or decree which may be rendered against the City, its officers, employees and agents in any such suit, actions or other legal proceedings, Permittee shall pay for any and all damages to the property of the City, for loss or theft of such property, done or caused by permittee, its officers, agents, employees, guests, patrons and invitees.

16. CONTRACTED CATERER: All food, non-alcohol and alcohol beverages must be purchased from our on-premises contracted caterer in addition to meeting their designated minimums. No outside food, beverage or alcohol is allowed in the facility.

17. LIABILITY INSURANCE REQUIRED: Coverage shall be at least as broad as Insurance Services Form CG 00 01 covering CGL on an "occurrence" basis, including property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence and \$2,000,000 aggregate.

Accepted & Acknowledged By:

Signature: Date:

Signature _____

Deposit

EVENT	RESOURCE	DEPOSIT FEE	CHARGE	TAX	AMOUNT PAID	REFUNDS	BALANCE
Carson Sheriff Station/ CAC Town Hall Meeting	Main Hall BC	Security Deposit \$500	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00

Payment Schedules

Original Balance: \$1,223.92 Current Balance: \$1,223.92

DUE DATE	AMOUNT DUE	AMOUNT PAID	WITHDRAWAL ADJUSTMENT	BALANCE
Apr 26, 2022	\$1,223.92	\$0.00	\$0.00	\$1,223.92

X:

X:

Date:

Date:

Carson Event Center

Mailing Address: 801 E. Carson St., Carson, CA 90745
Phone Number: (310) 835-0212

LACS Community Advisory Council

Customer Type: General Public
Customer ID: 11672
Mailing Address: 4700 Ramona Blvd. Room 457, Monterey Park, CA 91754
Organization Phone 1 Number: (213) 440-2707
Authorized Agent Name: Peter Ramirez
Work Phone Number: (323) 526-5300
Home Phone Number: [REDACTED]
Email Address: [REDACTED]